

**SUBCONTRACT/CONSULTANT INFORMATION**

Project # \_\_\_\_\_ Date: \_\_\_\_\_

Project Name \_\_\_\_\_

Period of Performance \_\_\_\_\_ Amount of Agreement \$ \_\_\_\_\_

Scope of Work: (attach additional page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subcontractor/Consultant \_\_\_\_\_

Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ E-Mail \_\_\_\_\_

Contracts/Technical Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ E-Mail \_\_\_\_\_

Payment Terms: (select one) Fixed Price      Cost Reimbursable      Other  
(Explain)

Deliverables: (Reports, charts, graphs or products to be prepared, delivered and the due date of each) please attach:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Were competitive bids obtained: \_\_\_\_\_yes \_\_\_\_\_no. If no please attach documentation or provide sole source justification. The following is a list of sole source examples:

1. Unique supplies or services are available from only one source.
2. The continued development or production of a major system or highly specialized equipment may be deemed to be available only from the original source when award to any other source would probably result in substantial duplication of cost or unacceptable delays.

3. Supplies or services are considered to be available from only one source if the source has submitted an unsolicited research proposal demonstrating a unique and innovative concept not otherwise available to the government.
4. The existence of patent rights, copyrights or secret processes or the control of basic raw material renders the supplies or services available from only one source.
5. In acquisitions of utility services, circumstances may dictate that only one supplier can furnish the service.
6. When an agency has determined that only specified makes and models of technical equipment and parts will satisfy its needs for additional or replacement items and only one source is available.

Do you have any financial interest in the subcontractor: \_\_\_\_yes\_\_\_\_no. If yes please describe any personal or financial interest in the subcontractor held by you, any member of your immediate family, or any business associate. A financial interest includes, but is not limited to, any stock or similar ownership interest or the receipt of, or the right or exception of, receiving income or compensation of any sort.

Please attach a copy of any pertinent correspondence, letters of intent, technical proposal, budget information, etc, from Subcontractor/Consultant.

I have read all the information in this form and agree to do my subcontract/consulting work based on this agreement.

Prairie View A&M University

Subcontractor/Consultant

Signature: \_\_\_\_\_  
Principal Investigator

Signature: \_\_\_\_\_  
Authorized Representative